

## Certified Shorthand Reporters Certified Shorthand Reporters

### Description:

To fulfill the responsibilities and duties as set forth in Title 54, Chapter 31, Idaho Code, including upgrading and maintaining the quality of certified reporters reporting for the courts and the general public of the State of Idaho

### Major Functions and Targeted Performance Standard(s) for Each Function:

1. Determine qualifications of persons applying for certificates as Certified Shorthand Reporters.

A. Applicants meet all requirements of the law.

Actual Results			
<u>2001</u>	<u>2002</u>	<u>2003</u>	<u>2004</u>
100%	100%	100%	100%
Projected Results			
<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>
100%	100%	100%	100%

2. Prescribe, administer and determine passing grade for examination given to become Certified Shorthand Reporter.

A. Administer examination in a manner that meets all requirements of the Law and national standards.

Actual Results			
<u>2001</u>	<u>2002</u>	<u>2003</u>	<u>2004</u>
35	40	40	19
Projected Results			
<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>
35	40	45	45

3. Conduct investigations and hearings.

A. Respond to valid complaints within 30 days of notification.

Actual Results			
<u>2001</u>	<u>2002</u>	<u>2003</u>	<u>2004</u>
30 days	30 days	30 days	122 days
Projected Results			
<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>
30 days	30 days	30 days	30 days

### Program Results and Effect:

The Board promotes competency and excellence in reporting and transcribing proceedings in the judicial system and the general public.

For more information contact Margaret Odedo at 334-2517.